

**INTEROFFICE MEMORANDUM**

**Date:** May 1, 2006  
**To:** City Council and City Manager  
**From:** Vivian Arellano, Finance Manager  
**Subject:** Operational Report for the Month of March

**BUDGET STATUS REPORT**

<b>REVENUES</b>	<b>FY 2005-06 Budget</b>	<b>YTD 3/31/2006</b>	<b>YTD 3/31/2005</b>	<b>% Approved Budget</b>
General Fund	2,073,208	1,378,410	1,630,583	66.5%
General Fund Exp.	-	-	-	0.0%
Water O/M Fund	1,159,532	718,597	736,562	62.0%
Water Capacity Fund	1,160	45,180	55,197	3894.8%
Sewer O/M Fund	873,381	621,170	578,492	71.1%
Sewer Capacity Fund	4,568	45,063	83,407	986.5%
Trash Fund	705,040	466,995	496,570	66.2%
Transportation Funds	312,292	209,033	229,452	66.9%
RDA	530,680	352,025	347,530	66.3%
CDBG FUNDS	96,300	49,257	77,078	51.1%
HOME Funds	606,000	6,732	1,354,412	1.1%
State COPS	100,000	200,208	102,695	200.2%
Historical Fund	500	-	-	0.0%
Park Grant	283,866	-	-	0.0%
Equipment Fund	1,907	-	12,975	0.0%
Employee Health	227,684	47,223	2,310	20.7%
Public Liability Fund	35,000	35,000	-	100.0%
Bureau of Land Man.	-	-	15,621	0.0%
CDF	17,775	-	-	0.0%
Homeland Security	10,000	42,464	65,211	424.6%
FEMA	15,500	15,500	8,400	100.0%
AFG	146,394	-	-	0.0%
<b>TOTAL</b>	<b>7,200,787</b>	<b>4,232,857</b>	<b>5,796,494</b>	<b>58.8%</b>

**BUDGET STATUS REPORT (con't.)**

<b>EXPENDITURES</b>	<b>FY 2005-06 Budget</b>	<b>YTD 3/31/2006</b>	<b>YTD 3/31/2006</b>	<b>% Approved Budget</b>
General Fund	2,110,816	1,623,551	1,784,508	76.9%
General Fund Exp.	23,500	17,229	-	73.3%
Water O/M Fund	1,113,098	950,184	1,058,244	85.4%
Water Capacity Fund	-	-	160,502	0.0%
Sewer O/M Fund	1,190,961	1,126,136	847,740	94.6%
Sewer Capacity Fund	69,880	47,331	101,936	0.0%
Trash Fund	706,066	512,431	525,310	72.6%
Transportation Funds	493,890	258,515	291,210	52.3%
RDA	559,466	343,502	406,229	61.4%
CDBG FUNDS	85,260	8,250	82,932	9.7%
HOME Funds	600,000	122,343	1,412,415	20.4%
State COPS	117,851	49,570	32,904	42.1%
Historical Fund	500	-	-	0.0%
Park Grant	283,866	278,587	-	98.1%
Equipment Fund	25,000	-	5,798	0.0%
Employee Health	224,493	50,741	2,595	22.6%
Public Liability	35,000	2,500	-	7.1%
BLM	3,000	2,685	9,665	89.5%
CDF Grant	17,775	483	-	2.7%
Homeland Security	19,000	21,134	7,197	111.2%
FEMA	25,000	24,908	18,567	99.6%
AFG	146,394	12,330	-	8.4%
<b>TOTAL</b>	<b>7,850,816</b>	<b>5,452,410</b>	<b>13,454,745</b>	<b>69.5%</b>

**Note: With nine months of the fiscal year complete revenue and expenditure levels should be at approximately 75% of the budget.**

**INVESTMENT PERFORMANCE REPORT**

**Information will be available in April '06**

*Performance will now be reported on a quarterly basis through the Local Agency Investment Fund.*

**PROFESSIONAL SERVICES**

	Project	Funding Src.	Current Amount	Fiscal YTD Amount
ACME Staffing	Temp Labor	Various	4,525.82	4,525.82
Totals			4,525.82	4,525.82

	Project	Funding Src.	Current Amount	Fiscal YTD Amount
Berryman & Henn.	Nexus Study	Gen Expansion	3,610.00	12,708.75
Totals			3,610.00	12,708.75

	Project	Funding Src.	Current Amount	Fiscal YTD Amount
Holt Group	New Bonita	Gen. Planning	-	-
	Family Apts.	Gen. Planning		22,731.04
	Desert Vw.	Gen. Planning	-	-
	Snr Grdns	Gen. Planning	-	-
	Industrial Pk	Gen. Planning	-	-
	Casa Imperial	Gen. Planning	-	80.00
	Water Pipeline	Gen. Planning	-	-
	SRF	Enterprise	-	-
	DBE Prgm	Gen. Planning	-	-
	Annexation	Gen. Planning	-	-
	PSB	RDA	-	-
	Sewer Outfall	Enterprise	-	-
	WWTP Rehab	Enterprise		47,345.00
	WWTP Exp.	Enterprise		8,885.25
	Water/Sew Imp	Enterprise	-	-
	Street Project	Transportation	9,166.00	12,541.00
	BWCC	Enterprise		2,865.00
	Misc. Eng	Gen. Planning	675.00	2,569.50
	Crews Dev.	Gen. Planning	3,037.33	16,706.91
	Tsoucalas Proj.	Gen. Planning	1,392.00	8,260.21
	Pacific Century	Gen. Planning	-	574.00
Totals			14,270.33	122,557.91

	Project	Funding Src.	Current Amount	Fiscal YTD Amount
Moss, Levy, Hartz.	Audit Work	Finance	-	15,000.00
Totals			-	15,000.00

	Project	Funding Src.	Current Amount	Fiscal YTD Amount
Lee & Ro, Inc.	Plant Expansion	Sewer	8,122.38	41,164.97
Totals			8,122.38	41,164.97

Raney Planning	5 YR.Plan	RDA	-	12,640.00
	HE Report	RDA	-	1,000.00
	Relocation Plan	RDA	-	195.00
Totals			-	13,835.00

Total Professional Services:			\$ 30,528.53	\$ 209,792.45
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## EMPLOYEE BENEFITS

The CalPERS Actuarial Study for the Miscellaneous and the fire employees has been received. Additional information has been submitted to include the Police Officers Association in the study. A final report will be made to Council once the revised actuarial figures are received.

## RISK MANAGEMENT

**Nothing to report at this time.**

## COMMUNITY OUTREACH

### City Newsletter

The Summer Newsletter will be distributed in July. Please provide staff with suggestions on the upcoming issue.

## LOCAL BUSINESS NEWS

The Donut Avenue had its grand opening on April 28th!

## INFORMATION TECHNOLOGY

Nothing to report at this time.

## GENERAL INFORMATION

### Trash Rate Increase

The Consumer Price Index adjustment for 2006 (as published by the US Bureau of Labor Statistics) is 3.8%. The new rates have been published in the local newspaper and are effective May 1st, 2006.

## GRANT ACTIVITIES

### ADMINISTRATION

At the April 10th Council Meeting staff will recommend the award of a three-year contract with ADE Consulting for Econ. Development grant services. ADE has obtained more than \$32 million in grant funds for local communities and has extensive Grant implementation and grant management experience. ADE has worked with a variety of local IV agencies such as the City of Brawley, the Imperial County and the City of Imperial.

### HOUSING REHABILITATION

During the month of March Housing activities were as follows:

- Review of Housing Rehab Applications: Staff continues to place families on the waiting list for major/minor housing rehab activities related to owner-occupied mobile homes and single-family homes.

### BUSINESS LOAN PROGRAM

Applicants:

- One loan application pending and under review.

### NON REVOLVING ACTIVITIES

Please keep in mind that 49% of CDBG Program Income can be spent on Non-Revolution activities; such as planning activities, small business training sessions, grants awarded to residents of Holtville in emergency situations (i.e., a/c repair), along with others not mentioned.

## GRANTS AWARDED

Nothing to report at this time.

## UPCOMING GRANT PROPOSALS

### STATE DEPARTMENT OF PARKS AND RECREATION

Land Water Conservation Fund (LWCF) Program

Purpose: Mack Park Renovations

Application due date May 2006

Maximum amount \$500,000 (50% match required)

### USDA & DEPARTMENT OF HEALTH SERVICES

The Waterworks Supervisor and I will be meeting to prepare a series of pre-applications to USDA and State Agencies to work towards obtaining funding for various capital projects.

